

ATTACHMENT A: WIC PROGRAM REPORTING AND RECORDKEEPING REQUIREMENTS (OMB #0584-0043)

Affected Public: State and Local Agencies (including Indian Tribal Organizations and U.S. Territories)

Regulation Section	TITLE	Estimated Number of Respondents	Annual Report/Record Filed	Total Annual Responses	Number of Burden Hours Per Response	Estimated Total Burden Hours	Previous Submission Total PersonHours	Difference Due To Program Changes	Difference Due To Adjustments
REPORTING BURDEN ESTIMATES									
246.4	State Plan	90	1	90	119.33	10,740	10,442	180	118
246.5(b)	Local Agency (LA) applications	935	1	935	2.00	1,870	1,870	-	-
246.6	LA Agreements	935	1	935	1.50	1,403	1,247	-	156
246.7(f)(2)(iii)(A)	LA requests for notice extension	312	1	312	0.25	78	78	-	-
246.7(i)	Cert. data for women & children	1,870	6,354	11,881,176	0.17	2,019,800	2,019,800	-	-
"	Certification data for infants	1,870	1,089	2,035,813	0.17	346,089	346,089	-	-
246.7(j)(9)	SA notification re funding shortfall	4	1	4	0.09	0,360	0,360	-	-
246.7(k)	Verification of Certification cards	1,870	89	166,707	0.09	15,004	15,004	-	-
246.10(b)(1)	Identification of Acceptable Foods	90	1	90	40.00	3,600	3,560	-	40
246.10(d)(1) (formerly (10)(c)(1)(v))	1% of infants addl. documentation	1,870	11	20,358	0.03	611	611	-	-
246.11(d)(2)	LA nutrition education plan	1,870	1	1,870	40.00	74,800	74,800	-	-
246.12(g)(4)(i)	Vendor food sales data	90	63	5,640	2.00	11,280	178	-	11,102
246.12(g)(4)(ii)(B)	Vendor shelf prices	90	1,044	94,000	1.00	94,000	178	-	93,822
246.12(i)(1)	Vendor training development	90	1	90	8.00	720	712	-	8
"	Vendor training	90	522	47,000	2.00	94,000	90,000	-	4,000
246.12(j)(4)	Vendor compliance investigations	90	26	2,350	2.00	4,700	4,500	-	200
246.12(o)	Complaints	90	111	10,000	1.00	10,000	10,000	-	-
246.12(q)	Disposition of food instruments	90	1	90	40.00	3,600	3,560	-	40
246.14(d)(1)	ADP proposals	15	1	15	160.00	2,400	2,400	-	-
246.16(d)	Distribution of funds to LAs	90	83	7,480	2.00	14,960	14,960	-	-
246.17(c)(1)	Termination of SAs & LAs	90	0.1111	10	8.00	80	80	-	-
246.19(a)	SA corrective action plans to FNS	23	1	23	40.00	920	880	-	40
246.19(b)(5)	Targeted LA reviews	90	2,5973	234	2.00	468	468	-	-
246.20(a)(2)	SA response to OIG audits	4	1	4	40.00	160	160	-	-
Subtotal - REPORTING		1,960	9,407	14,275,226	511.63	2,711,284	2,601,577	180	109,526
RECORDKEEPING BURDEN ESTIMATES									
246.12(g)(11)	Vendor infant formula suppliers	90	1	90	50.00	4,500	-	4,500	-
246.12(h)(1)(i)	Vendor applications & agreements	90	261	23,500	1.00	23,500	22,500	-	1,000
246.12(h)(8)	Vendor incentive items	16	53	850	1.00	850	-	850	-
246.12(i)(4)	Vendor training content	90	1	90	2.00	180	178	-	2
246.12(j)(6)	Routine vendor monitoring	90	522	2,350	1.00	2,350	2,250	-	100
246.12(j)(6)	Vendor compliance investigations	90	522	2,350	2.00	4,700	4,500	-	200
246.12(l)(3)	Vendor notice of violations	90	26	2,300	1.00	2,300	-	2,300	-
246.23(c)(1)	Disposition of participant claims	90	1	90	5.00	450	445	-	5
246.25(a)	Financial ops. & food delivery sys.	1,960	12	23,520	2.00	47,040	47,016	-	24
246.25(a)	Nutrition ed. for women & children	1,870	6,354	11,881,176	0.017	201,980	201,980	-	-
"	Nutrition education for infants	1,870	1,089	2,035,813	0.017	34,609	34,609	-	-
246.25(a)	Fair hearings	1,960	1	1,960	0.25	490	490	-	-
Subtotal - RECORDKEEPING		1,960	8,842	13,974,089	65.28	322,948	313,968	7,650	1,331
GRAND SUBTOTAL		1,960	18,249	28,249,315	576.91	3,034,233	2,915,545	7,830	110,857
Affected Public: Applicants for Program Benefits									
246.7(i)	Cert. data for women & children	1,949,149	2	3,898,298	0.05	194,915	-	-	194,915
"	Certification data for infants	1,949,149	1	1,949,149	0.05	97,457	-	-	97,457
246.10(c)(1)	1% of infants addl. documentation	20,354	1	20,358	0.03	611	-	-	611
Subtotal - Reporting Requirements		1,949,149	4	5,867,805	0.13	292,983	-	-	292,983
Affected Public: Retail Vendors (Food Stores)									
246.12(g)(4)(i)	Vendor food sales data	5,640	1	5,640	1.00	5,640	45,000	-	(39,360)
246.12(g)(4)(ii)(B)	Vendor shelf prices	47,000	2	94,000	1.00	94,000	90,000	-	4,000
246.12(h)	Vendor applications & agreements	23,500	1	23,500	1.00	23,500	-	-	23,500
246.12(h)(8)	Vendor incentive items	850	1	850	1.00	850	-	850	-
Subtotal - Reporting Requirements		39,348	5	123,990	4.00	123,990	135,000	850	(11,860)
GRAND TOTAL		1,990,457	18,258.06	34,241,110	581.044	3,451,206	3,050,545	8,680	391,981

SUMMARY OF BURDEN (OMB #0584-0043)

TOTAL NO. RESPONDENTS	1,990,457
AVERAGE NO. RESPONSES PER RESPONDENT	17.20
TOTAL ANNUAL RESPONSES	34,241,110
AVERAGE HOURS PER RESPONSE	0.10
TOTAL ANNUAL BURDEN HOURS REQUESTED	3,451,206
CURRENT OMB INVENTORY	3,050,545
DIFFERENCE	400,661

FNS:SFPD:SF222:Geraldine Tompkins:12/16/03

FC:Reg-1-1

DOC:I:PPDB:Geraldine:ICB Chart - Revised for Misc Rule.xls